

COMMUNITY POLICE REVIEW COMMISSION POLICY RECOMMENDATION

RPD Policy and Procedures 5.3.E.2.d.2 Procedures for Chaining and Releasing of Property and Evidence

In reviewing a recent complaint, the Commission learned that, under current RPD policy, the owner of property being held by the Department for safekeeping is notified once, in writing. If the property is not claimed within 60 days, it is then disposed of in the manner prescribe by law. The Commission believes that, in the event the property owner is institutionalized, it would be helpful to make a second attempt to contact a family member of the owner of the unclaimed property via certified mail, giving an additional 30 days to retrieve the property prior to its disposal.

Policy Recommendation:

The Commission believes Section 5.3.E.2.d.2 should be revised to say that "The Property Unit will mail a **certified** letter to the owner immediately upon receipt. **If, after 60 days, the property is unclaimed, a second attempt will be made to contact a family member of the owner, via certified letter, with return receipt requested. If, after 30 days, the property is unclaimed,** the property will be disposed of in the manner prescribed by law."

Les Davidson, Chair
Community Police Review Commission

October 3, 2006

Date